

STATE OF COLORADO

# DEBT NET

GENERAL SUPPORT SERVICES

• Central Collections Services •

DIVISION OF CENTRAL SERVICES

JULY 24, 2000



**Special Thanks** to Maxine Castillo at Colorado School of Mines! She requested a list of all monthly reporting. Based on your account activity, some agencies will get more reports more often than others. But basically, each agency should receive the following reports **MONTHLY**:

- Statements - list of payments received by account.
- Acknowledgment Listing - list of new accounts assigned this reporting period
- Reactivation Letter - list all accounts reopened from a canceled status during this reporting period.
- Cancellation Letter - list of all accounts canceled during this reporting period.
- Legal Accounts on Judgment - list of all accounts where an attorney has entered judgment.
- Recommendation for Write-off - list of accounts that CCS is recommending write-off.

If you need additional statistical information on a regular basis or even one-time reports, e-mail your request to: [gregory.kirchhof@state.co.us](mailto:gregory.kirchhof@state.co.us) THANKS!



**Who's Who?** For the most current listing of our staff and phone numbers, please contact our web site at: [http://www.state.co.us/gov\\_dir/gss/centcoll/Staff](http://www.state.co.us/gov_dir/gss/centcoll/Staff) We hope this makes it easier for you to contact us. This list will be updated regularly. To ensure you are contacting the right person, always check our web page.



**SMALL CHANGE??** Small amounts of debt (under \$50.00) can be written off by your agency without sending the debt to us! However, if you have a verifiable SSN, you can send it to us, and we will forward it on to the Department of Revenue. They will offset any tax refund the debtor has coming to pay the debt.